



KANSAS

DEPARTMENT OF HEALTH AND ENVIRONMENT

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HHW Satellite Facility Requirements

Satellite HHW Facilities

KAR 28-29-1104

1. Facility Drawing
2. Operation Plan
3. Emergency Response Plan

1 FACILITY DRAWING

KAR 28-29-1104(b)(2)

1.1 Regional Map

Include a map that shows the location of the facility in the city/county. The map should be detailed enough that someone could use it to get to the front gate of the facility.

1.2 Site Map/Floor Plan

Include a detailed map of the facility grounds showing all buildings, and indicate the location of HHW storage cabinets. Include a floor plan of the area around the storage cabinets showing where cabinets are located relative to other work and storage areas.

2 OPERATION PLAN

KAR 28-29-1104(b)(2)

2.1 Introduction

Describe the overall purpose and function of the facility as it relates to the host facility and the community it serves.

2.2 Hours of Operation

List the days and times the facility will be open to accept waste.

2.3 On-Site Staff

List the personnel who will be on-site during operating hours, and their duties and responsibilities.

2.4 Staff Training

Describe the training that staff handling HHW will receive.

2.5 Management of HHW

2.5.1 Type of Waste Accepted

Describe the general types of waste accepted.

Facilities may not accept explosives, infectious waste, or radio active waste.

2.5.2 Receiving Waste

Describe the general procedure the facility follows to accept waste.

2.5.3 Segregating Waste

Describe the general procedure and method the facility takes to characterize and segregate waste.

2.5.4 Storing Waste

KAR 28-29-1104(c)(1)

A minimum of two and a maximum of four HHW storage cabinets, including at least one for flammables and one for corrosives, shall be used at each satellite HHW facility.

KAR 28-29-1104(c)(2)

Each HHW storage cabinet shall be designed for the HHW stored in it.

KAR 28-29-1104(c)(3)

Each HHW storage cabinet shall have a storage capacity of not more than 120 gallons.

KAR 28029- 1104(c)(4)

All HWW shall be properly segregated and stored within the appropriate storage cabinets by the end of the working day.

KAR 28-29-1104(c)(6)

Not more than one week after the storage capacity has been reached, the owner or operator shall make arrangements to remove the HHW stored in HHW storage cabinets. HHW stored in HHW storage cabinets shall be removed at least once a year.

2.5.5 Bulking Latex Paint

Describe Bulking procedures.

2.5.6 Transporting Waste Off-Site

Explain who will transport the HHW to the host facility and address the following transportation requirements as appropriate.

KAR 28-29-1103(a)

Clearly mark "Household hazardous waste" on both sides of the mobile collection unit;

KAR 28-29-1103(b)

Separate all HHW by USDOT hazard class or division before transport.

KAR 28-29-1103(c)

Lab pack or overpack the household waste in containers meeting the USDOT manufacturing and testing specifications for transportation of hazardous materials, as adopted by reference in K.A.R. 28-31-4 (e).

KAR 28-29-1103(d)

label the containers with a USDOT hazard class or division label or sign;

KAR 28-29-1103(e)
seal and secure all containers for transport;

KAR 28-29-1103(f)
during transportation, carry a bill of lading describing the USDOT hazard class or division and the approximate quantities of the contents of the mobile collection unit.

KAR 28-29-1104(b)(3)
A copy of each bill of lading used for transporting HHW to the central collection center shall be maintained at the satellite HHW facility for a period of three years.

2.5.7 Weekly Inspection

KAR 28-29-1104(c)(5)
If HHW is present, the facility owner or operator shall inspect all HHW storage areas weekly to assess waste volume and container integrity, and shall document these inspections in a log that is dated and either signed or initialed by the person who conducted the inspection.

3

Emergency Response Plan

Discuss spill and fire contingency procedures.
Includes a list of emergency contacts.